



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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February 23, 2007

TO: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley *JTM*
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – GIRLS AND
BOYS TOWN OF SOUTHERN CALIFORNIA, INCORPORATED -
ASATO, KING AND WEAVER/RUGGEL GROUP HOMES**

We have completed a review of Asato, King and Weaver/Ruggel Group Homes (Group Home or Agency) operated by Girls and Boys Town of Southern California, Incorporated. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Asato and Weaver/Ruggel Group Homes are each six-bed facilities, which provide care for Boys ages 13-17 years who exhibit behavioral, social, and emotional difficulties. King Group Home is a six-bed facility, which provides care for Girls 13-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Asato Group Home was providing services for one DCFS child and five Orange County children. Weaver/Ruggel Group Home was providing services for two DCFS children and three Orange County children. King Group Home was providing services for one DCFS child and four Orange County children.

Girls and Boys Town of Southern California Group Homes are located in Orange County.

Scope of Review

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues and includes an evaluation of the Agency's Program

"To Enrich Lives Through Effective and Caring Service"

Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency and to ensure adherence to the Foster Youth Bill of Rights.

Summary of Findings

Generally, the Agency is providing the services as outlined in their Program Statement. The Agency needs to address a few deficient areas.

All three Group Homes need to maintain Needs and Services Plans that include short and long term goals.

Asato Group Home needs to maintain current authorizations for children taking psychotropic medication.

Weaver/Ruggel Group Home needs to encourage and assist all children in creating and maintaining photo albums/life books.

Attached is a detailed report of the review.

Review of Report

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:bg
http://auditor.co.la.ca.us/group_home.asp

Attachments

c: David E. Janssen, Chief Administrative Officer
Patricia S. Ploehn, Director, DCFS
Robert B. Taylor, Chief Probation Officer
Keith Diedrick, Executive Director, Girls and Boys Town of Southern California
Public Information Office
Audit Committee

**Girls and Boys Town of Southern California
Asato House
20371 Flanagan Road
Trabuco Canyon, California 92679
Phone: (714) 532-2399
License Number: 306002598
Rate Classification Level: 11**

I. Facility and Environment

Method of assessment – Observation

Comments:

Asato Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: One

Comments:

The child meets the Group Home's population criteria as outlined in their Program Statement. The child was assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current and comprehensive; however, they do not include measurable short and long term goals.

Case files reflect adequate documentation to show that the child is receiving treatment services.

Recommendation

1. Girls & Boys Town management develop Needs and Services Plans that include measurable short and long term goals.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: One

Comments:

The child is attending school. The child is provided with educational support and resources to meet his educational needs and is progressing satisfactorily in school. The Group Home's program includes the development of the child's daily living, self-help, and survival skills.

The child is provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: One

Comments:

The Group Home provides the child with sufficient recreational activities and leisure time. The child is provided with opportunities to participate in planning activities.

The child participates in extra-curricular, enrichment, and social activities in which he has an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication**Method of assessment – Review of relevant documents****Comments:**

Documentation confirms that the child is routinely seen by the prescribing psychiatrist. However, the child does not have a current court authorization for the psychotropic medication that he is taking.

The child is informed about his psychotropic medication and is aware of his right to refuse medication.

Medication distribution logs are properly maintained.

Recommendation

- 2. Girls & Boys Town management maintain current court authorizations for all children taking psychotropic medication.**

VI. Personal Rights**Method of assessment – Interviews with children**

Sample size: One

Comments:

The child was informed about the Group Home's policies and procedures. The child reports that he feels safe in the Group Home and is provided with appropriate staff supervision. The child expresses satisfaction with the quality of his interactions with staff and reports that staff treats him with respect and dignity.

The child reports that he is assigned chores that are reasonable and not too demanding. The child is able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. The child is able to attend religious services of his choice.

The child reports that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

The child reports satisfaction with meals and snacks.

The child receives voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: One

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to the child. The child is provided with opportunities to select his own clothes. Clothing provided to the child is of good quality and of sufficient quantity.

The Group Home provides the child with the required minimum weekly allowance. The child spends his allowance as he chooses.

The Group Home provides the child with adequate personal care items. The child is also encouraged and assisted in creating and maintaining a photo album/life book.

Recommendations

There are no recommendations for this section.

**Girls and Boys Town of Southern California
King House
20342 Flanagan Road
Trabuco Canyon, California 92679
Phone: (714) 532-2399
License Number: 306002598
Rate Classification Level: 11**

I. Facility and Environment

Method of assessment – Observation

Comments:

King Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size: One

Comments:

The child meets the Group Home's population criteria as outlined in their Program Statement. The child was assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current and comprehensive; however, they do not include measurable short and long term goals.

Case files reflect adequate documentation to show that the child is receiving treatment services.

Recommendation

1. Girls & Boys Town management maintain Needs and Services Plans that include measurable short and long term goals.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: One

Comments:

The child is attending school. The child is provided with educational support and resources to meet her educational needs and is progressing satisfactorily in school. The Group Home's program includes the development of the child's daily living, self-help, and survival skills.

The child is provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: One

Comments:

The Group Home provides the child with sufficient recreational activities and leisure time. The child is provided with opportunities to participate in planning activities.

The child participates in extra-curricular, enrichment, and social activities in which she has an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication**Method of assessment – Review of relevant documents****Comments:**

According to the Agency's management, there are currently no children taking psychotropic medication. This information is appropriately documented.

The child is aware of her right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights**Method of assessment – Interviews with children**

Sample size: One

Comments:

The child was informed about the Group Home's policies and procedures. The child reports that she feels safe in the Group Home and is provided with appropriate staff supervision. The child expresses satisfaction with the quality of her interactions with staff and reports that staff treats her with respect and dignity.

The child reports that she is assigned chores that are reasonable and not too demanding. The child is able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. The child is able to attend religious services of her choice.

The child reports that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

The child reports satisfaction with meals and snacks.

The child receives voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: One

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to the child. The child is provided with opportunities to select her own clothes. Clothing provided to the child is of good quality and of sufficient quantity.

The Group Home provides the child with the required minimum weekly allowance. The child spends her allowance as she chooses.

The Group Home provides the child with adequate personal care items. The child is also encouraged and assisted in creating and maintaining a photo album/life book.

Recommendations

There are no recommendations for this section.

**Boys and Girls Town of Southern California
Weaver/Ruggel House
20301 Flanagan Road
Trabuco Canyon, California 92679
Phone: (714) 532-6692
License Number: 306002598
Rate Classification Level: 11**

I. Facility and Environment

Method of assessment – Observation

Comments:

Weaver/Ruggel Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment.

Children's bedrooms are well maintained. The rooms are clean and orderly and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

There are no recommendations for this section.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team develops and implements the Needs and Services Plans (NSPs) with input from the child. The NSPs are current and comprehensive; however, they do not include measurable short and long term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

Recommendation

1. **Girls & Boys Town management maintain Needs and Services Plans that include measurable short and long term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides children with sufficient recreational activities and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment – Interviews with children

Sample size: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size: Two

Comments:

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are not encouraged or assisted in creating and maintaining photo albums/life books.

Recommendation

- 2. Girls & Boys Town management encourage and assist all children in creating and maintaining photo albums/life books.**



July 11, 2006

LA Department of Auditor-Controller
500 W. Temple St., Room 515-A
Los Angeles, CA 90012

Dear Candace Rhue:

The following is our plan of correction regarding the areas of concern you addressed in your letter delivered on June 30, 2006.

Recommendation #1: Girls and Boys Town management maintain Needs and Services Plans that include measurable short and long term goals..

Plan of correction: Please see attached documentation of our Behavioral Report Cards (BRC's) that go over the specific goals and objectives that are set for each youth. Included is one youth's information as an example of the treatment that is provided by our program. The BRC's are written quarterly and summarize the progress made by each youth on their treatment progress and permanency plans. The Licensing 709 forms are also attached for 3 youth and a message has been left with new Social Worker, Robert Mercier, for Rayvell Powell requesting a copy. We should receive this copy by July 20, 2006.

Recommendation #2: Girls and Boys Town management maintain current court authorizations for all children taking psychotropic medication.

Plan of correction: Specialized Clinical Support Specialist, Paula Magnuson had requested an emergency authorization on June 19 that was approved June 20th that is valid until July 20, 2006. A new request was resubmitted with the changes that the county had requested on July 6th after the minor had met with the Psychiatrist. Please see attached medication approval letter. SCSS Paula has also created a more efficient tracking system for medication authorizations and will be responsible for ensuring compliance. Site Support Services Specialist Brenda Lee-Wood will also be doing quarterly checks to ensure compliance.

Recommendation #3: Girls and Boys Town management encourage and assist all children in creating and maintaining photo albums/life books.

Plan of correction: New Family Teachers, David and Aleah Ruggles, along with their Assistant Family Teacher, Bob McGlone will assist their youth to create life books by August 15, 2006. Consultant Angela Wilson will ensure that they are updating them periodically in the home. Program Director Seana Inducil will also update the monthly calendars for each home to include a monthly activity to update life books on the campus.

July 11, 2006

If you have further questions or concerns, please feel free to contact me at (714) 532-2399 x233.

Sincerely,

A handwritten signature in black ink, appearing to read 'Seana Inducil', with a long horizontal flourish extending to the right.

Seana Inducil
Residential Program Director